

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
(LETTERHEAD - ADDRESS)

3104 (Office Code)

BLM Bond No

Memorandum

To Minerals Management Service, Royalty Management Program
Attention: Chief, Debt Collection Section (MS 3132)

From: State Director (Fluid Minerals Adjudication Code)

Subject: Collection Under Bond

By memorandum dated (Date), you requested that we initiate collection procedures under applicable bonds for Bill No. _____ which was due (Date).

We have determined that the administrative costs of collecting which are \$_____ exceed the amount due, \$_____. Such a collection effort would result in a negative cost benefit to the U.S. Government. Therefore, we are not instituting collection action. We request that your office write off this debt collection action since it is less than the threshold amount which is \$_____.

Distribution:

Each affected lease case file